



STARK COUNTY
**Mental Health &
Addiction Recovery**

BOARD MEETING MINUTES

THURSDAY, SEPTEMBER 30, 2021 @ 4:00 PM

I. CALL TO ORDER

Pat Williams, Board President, called the September 30, 2021, StarkMHAR (Stark County Mental Health and Addiction Recovery) meeting to order at 4:03 PM.

A. Adoption of Agenda

Upon motion by Richard Bennett, seconded by Diane Wilson, Board members hereby adopt the agenda for the September 30, 2021, Board meeting as presented. **Ayes:** R. Bennett, M. Brink, T. Douce, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

B. Roll Call of Members

Members Present

Richard Bennett
Mark Brink
Tom Douce
Sharla Elton
Mike Pomesky
Eileen Schwartz
Leigh Shaheen
Pat Williams
Diane Wilson

Members Absent

Rick Campbell
Kathy Catazaro-Perry
Taylor Schauer
Brandice Schnabel

Richard Bennett, Board Secretary, recognized a quorum allowing the Board to conduct business.

Staff Present

John Aller, Executive Director
Stef Fakelis, Director of Business Operations
Jill Machamer, Director of Administrative Support Services
Michele Boone, Director of Clinical Services
Allison Esber, Systems Initiative Manager
Cheryl Metzger, Administrative Supervisor
Emily Provance, Director of Human Resources
Jennifer McIntosh, Director of Partner Solutions
Jen Richeson, Continuous Improvement Manager
Anju Mader, Chief Integration Officer
Stephanie Kutcher, Quality Improvement Coordinator

Guests Present

Child & Adolescent: Joe French
Coleman : Adam Rebh
Foundations: Diane Mang
NAMI : Kay Raga
Ohio Guidestone: Monica Mlinac
Pathway: Mifa Rockway

C. Welcome and Introduction of Guests

Pat Williams welcomed everyone to the meeting.

II. APPROVAL OF MINUTES

A. August 26, 2021, Board Meeting Minutes

Pat Williams reported that the August 26, 2021, meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Upon motion by Mike Pomesky, seconded by Richard Bennett, Board members hereby approve the August 26, 2021, Board meeting minutes as written. **Ayes:** R. Bennett, M. Brink, T. Douce, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

III. EXECUTIVE COMMITTEE

A. September 21, 2021, Executive Committee Meeting Report

Pat Williams reported that the September 21, 2021, Executive Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Pat reported the following items were discussed:

- **Contracts Executed in August 2021**

The committee reviewed contracts executed in August 2021

- **Stepping Up**

Stark County participated in a Zoom meeting on September 1, 2021, with Retired Ohio Supreme Court Justice Evelyn Lundberg Stratton, Thom Craig from Peg's Foundation, and the Ohio Stepping Up Team. The focus of the meeting was on how our community can better meet the needs of individuals with mental health issues who continuously cycle in and out of our local jails.

- **Ohio Association of County Behavioral Health Authorities (OACBHA) Political Action Committee (PAC)**

Each year OACBHA asks the Boards to encourage membership in their PAC. The contributions are utilized to support advocacy work for Boards and the people of Ohio. Committee members interested in becoming a member are asked to return the completed form to Jill Machamer by Thursday, October 28, 2021.

Upon motion by Pat Williams, seconded by Eileen Schwartz, Board members hereby approve the September 21, 2021, Executive Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. RESOLUTION 21-09-010 -- Update to Table of Organization

Emily Provance stated that Resolution 21-09-010 proposes changing the title of the Fiscal Clerk position to Accounting Specialist with a move from salary grade 2 to salary grade 3. This would better align with the new responsibilities of the role. Additionally, the resolution proposes several title changes.

WHEREAS, StarkMHAR has reviewed workloads and responsibilities, which has resulted in the following recommendations to the table of organization;

WHEREAS, StarkMHAR is recommending the proposed changes as outlined;

Rename Staff Position with Salary Grade Change:

- Fiscal Clerk position retitled Accounting Specialist with a move from salary grade 2 to salary grade 3; no change in reporting structure.

Rename Staff Positions

- System Administrator/Security Officer retitled IT System Administrator; no change in salary grade or reporting structure.
- Manager of Programs & Evaluations retitled Recovery Program Manager; no change in salary grade or reporting structure.
- System of Care (SOC) Administrator retitled Resiliency Program Manager; no change in salary grade or reporting structure.
- Engagement & Inclusion Coordinator retitled Diversity & Equity Coordinator; no change in salary grade or reporting structure.
- Administrative Assistant transitions to report to the Administrative Manager instead of the Director of Administrative Support Services

Reporting Structure Change:

- Quality Improvement Coordinator transitions to report to Continuous Improvement Manager
- Recovery Services Coordinator transitions to report to Recovery Program Manager

Rename Staff Position with Reporting Structure Change

- Consultation, Education & Prevention Coordinator retitled Resiliency Services Coordinator with transition to report to Resiliency Program Manager fka SOC Program Administrator

RESOLVED, that upon **MOTION** by Eileen Schwartz, **SECONDED** by Tom Douce, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Executive Committee, the proposed changes as detailed above and therefore be it

RESOLVED, the Board authorized the execution of the documents necessary to accomplish the intent and purpose of this Resolution.

Ayes: R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. RESOLUTION 21-09-011 -- StarkMHAR August 2021 Financial Statements

Sharla Elton stated that the balance sheet has not changed significantly since July with cash decreasing slightly. The receivables changed compared to last year due to payments from Signature Health and the timing of Ohio Mental Health and Addiction Services (OhioMHAS) payments.

RESOLVED, that upon **MOTION** by Sharla Elton, **SECONDED** by Richard Bennett, Stark County Mental Health & Addiction Recovery does hereby approve, upon recommendation of the Executive Committee, StarkMHAR's financial statements listed below for the period ending August 31, 2021:

- Balance Sheet
- SFY 2021 Revenue and Expense (Budget vs. Actual

Ayes: R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

3. RESOLUTION 21-09-012 -- Approval of Contracts/Consultants

John Aller stated that there are five contracts on this resolution that exceed the \$25K threshold for approval. They are the Stark County Sheriff, Adystech, Inc., Child & Adolescent, Coleman and CommQuest contracts.

WHEREAS, with the Boards review and approval of Resolution 18-02-042 creating a policy to comply with Ohio Revised Code Sections 340.041 regarding the execution of contracts; and

WHEREAS, the policy requires the Executive Director to receive prior approval from the Board prior to executing contracts with expenditure amounts of \$25,000 or more, or those that are for expenditures less than \$25,000 that are not for standard board operations or emergency clinical and recovery support services; now, therefore, be it

RESOLVED, that upon **MOTION** by Mike Pomesky, **SECONDED** by Eileen Schwartz, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, the Executive Director's execution of the following contracts; and be it further,

Organization	Scope	Amount	Period
Expense			
Stark County Sheriff	Psychotropic Drug Reimbursement Program through OhioMHAS. They are dispensed to inmates of the Stark County Jail. Note – This is a reimbursement from OhioMHAS to Stark County Sherriff that flows through StarkMHAR. We are not involved in the amount requested nor the amount approved. The total is typically over \$25K for the year).	Varying	July 1, 2021- June 30, 2023
Adsystech, Inc.	Homeless Management Information System enhancements.	\$100,000	August 9, 2021- June 30, 2022
Child & Adolescent Behavioral Health	Application for Continuous Improvement in Behavioral Health.	\$95,500	August 6, 2021- June 30, 2022
Coleman	Application for Continuous Improvement in Behavioral Health.	\$250,500	August 6, 2021- June 30, 2022
CommQuest	Application for Continuous Improvement in Behavioral Health.	\$159,400	August 6, 2021- June 30, 2022

Ayes: R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

4. RESOLUTION 21-09-016 -- Continuous Improvement in Behavioral Health Budget Initiative

Stef Fakelis explained that StarkMHAR wishes to adjust the budget for the Continuous Improvement in Behavioral Health project to coordinate grant funding for the workforce initiative. Also, included in the resolution is the award from Sisters of Charity to continue the leadership initiative being conducted with the providers.

WHEREAS, Stark County Mental Health & Addiction Recovery (StarkMHAR) previously received grant funds from several local foundations to implement the Continuous Improvement in Behavioral Health (CIBH) initiatives of workforce development, leadership development, process improvement, and productivity/access of our behavioral health system; and

WHEREAS StarkMHAR is also providing funding for these initiatives; and

WHEREAS StarkMHAR has received additional funding from Sisters of Charity of \$129,375 for the leadership development initiative to be utilized over the next three years with a required match from StarkMHAR of the same amount; and

WHEREAS StarkMHAR wishes to adjust the previously approved budget for the CIBH project to fully implement the required grant components through the end of the SFY22; now therefore be it
RESOLVED, that upon **MOTION** by Richard Bennett, **SECONDED** by Eileen Schwartz, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Executive Committee, SFY 2022 budget adjustment of the funds for the support of Continuous Improvement in Behavioral Health initiatives in Stark County as detailed below:

Revenue

Local Revenue \$ 43,125

Expenses

Board Administered Grants (66,280)

Sisters of Charity Leadership 31,460

Workforce Development (4,809)

Continuous Improvement (73,284)

Total Expenses (112,913)

Net Income \$ 156,038

and, be it further

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds

Ayes: R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

IV. FINANCE COMMITTEE

A. September 16, 2021, Finance Committee Meeting Report

Sharla Elton reported that the September 16, 2021, Finance Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Sharla reported the following items were discussed:

▪ **Provider Dashboard**

Committee members reviewed the SFY 21 Fourth Quarter Provider Dashboard. There were two providers that scored below a three in the fiscal section.

▪ **November Finance Committee Meeting**

The Finance Committee will not meet in November. Their next meeting is Friday, December 10, 2021

Upon motion by Sharla Elton, seconded by Richard Bennett, Board members hereby approve the September 16, 2021, Finance Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

V. COMMUNITY AFFAIRS COMMITTEE

A. September 13, 2021, Community Affairs Committee Meeting Report

Leigh Shaheen reported that the September 13, 2021, Community Affairs Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board

members for their review prior to the Board meeting. Leigh reported the following items were discussed:

▪ **Overdose Response**

Fifty test strip baskets were placed in businesses throughout the county. The baskets included instructions and strips for individuals to take.

▪ **New Tab on Webpage**

There is a new menu item on the StarkMHAR website called Stark County Alerts. This page includes information on the overdose response, COVID 19 and other issues that affect the community.

▪ **Recovery Week**

StarkMHAR supplied stipends to several providers that would like to host Recovery Week events.

Upon motion by Leigh Shaheen, seconded by Richard Bennett, Board members hereby approve the September 13, 2021, Community Affairs Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

VI. POLICY COMMITTEE

A. September 9, 2021, Policy Committee Meeting Report

Tom Douce reported that the September 9, 2021, Policy Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Tom reported the following item was discussed:

▪ **Revision to VII-A.6 Level of Reserves**

StarkMHAR maintains an unreserved fund balance each year to ensure that StarkMHAR has the funds for unanticipated expenses or revenue shortfalls. Per a policy passed in 2011, those unreserved funds were established based on one and one-half (1.5) months of projected Medicaid billings for that fiscal year, plus two months of all other expenses.

The unreserved fund balance has been higher than the policy allows due to many challenges including underbilling by Providers. StarkMHAR staff are recommending that the policy be modified to remove the language related to Medicaid since Medicaid is no longer part of StarkMHAR's funding. Staff are also recommending that the policy be modified to allow for three months of expenses instead of two months of expenses.

Upon motion by Tom Douce, seconded by Eileen Schwartz, Board members hereby approve the September 9, 2021, Policy Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. RESOLUTION 21-09-018 -- Revision to Policy

Tom Douce indicated that the Level of Reserve Policy needed modified to allow for three months of expenses instead of the two months that is currently in the policy.

WHEREAS, Stark County Mental Health and Addiction Recovery (StarkMHAR) desires to adopt modifications to the following policy:

a. Level of Reserves

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Eileen Schwartz, Stark County Mental Health and Addiction Recovery does hereby approve, upon recommendation of the Policy and Executive Committees, the attached StarkMHAR policy and, therefore be it finally

RESOLVED, the Board authorized the execution of the documents necessary to accomplish the intent and purpose of this Resolution.

Ayes: R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

VII. PROGRAM AND EVALUATION COMMITTEE

A. September 9, 2021, Program and Evaluation Committee Meeting Report

Tom Douce reported that the September 9, 2021, Program and Evaluation Committee meeting minutes (as well as resolutions and committee meeting reports) were emailed to Board members for their review prior to the Board meeting. Tom reported the following items were discussed:

- **National Suicide Prevention Month**

The committee was updated on the social media marketing strategies that StarkMHAR is utilizing this month for suicide prevention. These include daily and weekly social media information detailing facts and education and how to talk with high-risk populations.

- **National Recovery Month**

Provider agencies have identified several events that they are conducting in September in recognition of recovery month.

- **Dashboard**

The committee reviewed the Provider dashboard for the fourth quarter for SFY 2021 with the committee members.

Upon motion by Tom Douce, seconded by Richard Bennett, Board members hereby approve the September 9, 2021, Program and Evaluation Committee meeting minutes as printed. **Ayes:** R. Bennett, M. Brink, T. Douce, S. Elton, M. Pomesky, E. Schwartz, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

1. RESOLUTION 21-09-013 -- Mental Health Recovery Support Funds

Tom Douce stated that these funds allow for the continuation of services to contract with private hospitals for services when Heartland Behavioral Health has reduced capacity. These funds will also be used for transportation services for clients who are being transported out of the county.

WHEREAS, StarkMHAR has received additional funds from OhioMHAS (Ohio Mental Health and Addiction Services) for recovery supports to be used for individuals enrolled in the Polaris Program; and

WHEREAS, Stark County TASC currently provides the supportive services for the Polaris Program implemented by the Canton Municipal Court; and

WHEREAS, StarkMHAR wishes to increase the Polaris Program allocation previously awarded to TASC to utilize the additional funding received from OhioMHAS; now, therefore be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Richard Bennett, Stark County Mental Health & Addiction Recovery, does hereby approve, upon recommendation of the Program and Evaluation and the Executive Committees, revised SFY 2022 budget and allocation of the funds to Stark County Sheriff's Office; monies to be utilized by June 30, 2022, as detailed below:

<u>Revenue</u>	
State Funds	\$ 13,578

<u>Expenses</u>	
TASC	13,578

Net Income	\$ 0

and, be it finally

RESOLVED, StarkMHAR does hereby authorize the execution of the documents necessary to accomplish the intent of this resolution, including but not limited to appropriation, encumbrance, and disbursement of funds.

Ayes: R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

2. RESOLUTION 21-09-014 -- Opiate Overdose Response

Tom Douce indicated that Resolution 21-09-014 asks for approval to utilize funds for specific marketing strategies to continue the work of reducing overdoses and deaths.

WHEREAS, Stark County is experiencing an increase in opiate overdose deaths year over year with 131 people dying from an accidental overdose in 2020; and

WHEREAS, StarkMHAR has worked with local community partners people receiving services, and staff to devise a plan that lays out numerous strategies to reduce deaths due to overdose; and

WHEREAS, allocated funds will impact the increase by using prevention and harm reduction strategies administered by StarkMHAR; now therefore be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Mike Pomesky, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation and Executive Committees, SFY 2022 budget and allocations of the funds for the support of services in Stark County as detailed below:

<u>Revenue</u>	
	\$ 0
 <u>Expenses</u>	
Board Administered Grants.	115,300

Net Income	\$ (115,300)

and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 StarkMHAR Board.

Ayes: R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

3. RESOLUTION 21-09-015 – Blick School-Based Consultation

Tom Douce stated that Jackson High School usually has onsite behavioral health services five-days a week. Due to workforce shortages, the previous Provider has had challenges maintaining that service. The Blick Center has indicated they can continue those services.

WHEREAS, workforce shortages resulted in an unmet need for school-based consultation services at Jackson High School that the current provider is not able to fill; and

WHEREAS, StarkMHAR has identified The Blick Center as being both certified and experienced in providing school-based consultation services with staffing available; and

WHEREAS, Jackson Local Schools and the current provider have agreed to the Blick Center fulfilling the remainder of the consultation services delivered at the high school in SFY22; and

WHEREAS, StarkMHAR wishes to allocate funds to The Blick Center for school based service delivery; now, therefore be it

RESOLVED, that upon **MOTION** by Tom Douce, **SECONDED** by Richard Bennet, the Stark County Mental Health & Addiction Recovery Board, does hereby approve, upon recommendation of the Program and Evaluation and Executive Committees, SFY 2022 budget and allocations of the funds for the support of services in Stark County as detailed below:

<u>Revenue</u>	\$	0
<u>Expenses</u>		
The Blick Center		28,080
		<hr style="width: 100%;"/>
<u>Net Income</u>	\$	28,080)

and, be it further

RESOLVED, StarkMHAR does hereby authorize the transfer of appropriations from one account to another account within Fund #685 StarkMHAR Board.

Ayes: R. Bennett, M. Brink, R. Campbell, K. Catazaro-Perry, T. Douce, S. Elton, T. Schauer, B. Schnabel, L. Shaheen, P. Williams, D. Wilson; **Nays:** none; **Abstentions:** none. **Motion carried.**

VIII. EXECUTIVE DIRECTOR REPORT

A. John Aller reported on the following:

- Due to the length of the meeting, John Aller indicated that the strategic plan update, previously scheduled, would be shared next month.

IX. CORRESPONDENCE/INFORMATION

A. There was no correspondence.

X. PUBLIC COMMENT

A. Pat Williams reminded everyone that the NAMI fundraising walk is scheduled for Sunday, October 3, 2021, at Hoover Park.

XI ADJOURNMENT


Pat Williams adjourned the September 30, 2021, StarkMHAR Board meeting at 5:30 pm.



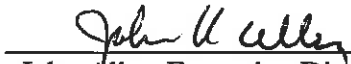
Jill Machamer
Director of Administrative Support Services

APPROVAL DATE:

ATTEST:



Richard Bennett, Secretary
Stark County Mental Health & Addiction
Recovery



John Aller, Executive Director
Stark County Mental Health & Addiction
Recovery